



NOTICE TO THE PUBLIC

AUDIT COMMITTEE

9:00 A.M. SEPTEMBER 24, 2024

BOARD ROOM

**WATER AUTHORITY HEADQUARTERS BUILDING
4677 OVERLAND AVENUE, SAN DIEGO, CALIFORNIA**

The meeting is open to the public and accessible electronically by going to the web link at [SDCWA.org](https://www.sdcwa.org) and then clicking the link listed below "LIVE STREAM" on the right hand side of the page.

1. **DOCUMENTS**: Staff reports, and any other public information provided to the Board or Committee before the meeting relating to items on the agenda are available for public review on the Water Authority website at <https://www.sdcwa.org/meetings-and-documents>. Additional documents may be distributed at the meeting electronically and will be made available. Copies of individual items are available through the Clerk of the Board at (858) 522-6614.
2. **MEETING TIMES**: The meeting will commence at 9:00 a.m. on September 24, 2024.
3. **ACTION AT COMMITTEE MEETINGS**: Committee meetings are also noticed as meetings of the Board because a quorum of the Board may be present. Members of the Board who are not members of the Committee may participate in the meeting, but only members of the Committee may make, second or vote on any motion or other action of the Committee unless the Board determines to convene for consideration of action on an item or items on the Committee agenda.
4. **PUBLIC COMMENTS**: Public comment requests may be made before the meeting, or before public comment closes at the meeting, by submitting written comment to: publiccomments@sdewa.org. Written correspondence will be read as time allows (three-minute limit). Speaker request forms will be available to the public attending in person.

Public comments can also be made by joining via zoom here:

https://us06web.zoom.us/j/83989866984?pwd=2p0T-JTKydHevPeY3flEBH4VuoFlfg.ISOdrPolB_d2ogkM
Passcode: 926647 or join by phone only at 1-669-444-9171. Enter the meeting id 839 8986 6984# and passcode *926647# when prompted.

Before the public comment period has begun, please use the raise hand feature in zoom so you can be recognized by the clerk to speak in the order received. If attending by phone dial *9 to raise your hand. The clerk will recognize you and unmute your microphone or phone for the comment period. The public meeting can be monitored at all times at <https://sdewa.12milesout.com/>

During the Audit Committee Meeting, members of the public will be given an opportunity to address the Board on items of interest within the subject matter of the Board, but not listed on the agenda (general public comment), and on any item on the Audit Committee Agenda. No public comment will be taken on any item previously considered unless the Audit Committee Chair determines that an item has changed substantially.

Each speaker is allowed to speak up to three minutes per agenda item. The Presiding Officer shall, however, exercise discretion to determine whether such period of time should be reduced or extended based upon such factors as the length of the agenda or substance of the agenda items, the number of public comment speaker cards submitted, the need for the Board to conclude its business as expeditiously as is practicable, and whether the Board is at risk of losing a quorum, among other factors.

5. **INFORMATION ITEMS**: Items are listed on the agenda as information based on staff's judgment. Circumstances or the committee's or Board's judgments may require deliberation or, if necessary, action on these items. Any member of the public with an interest in one of these items should review the background material and request information on the possible action that could be taken.
6. **ASSISTANCE FOR THE DISABLED**: If you are disabled in any way and need accommodation to participate in the Board meeting, please call the Clerk of the Board at (858) 522-6614 for assistance at least three (3) working days prior to the meeting so the necessary arrangements can be made.
7. **RULES GOVERNING MEETINGS**: The Water Authority's Administrative Code Chapter 2.00 governs conduct of meetings of the Board and the Committees. The Administrative Code is available online at www.sdcwa.org.

AUDIT COMMITTEE
AGENDA FOR
Tuesday, September 24, 2024
9:00 a.m.
Board Room

Amy Reeh – Chair
Gary Hurst
Dan McMillan

Tim Smith
Matt Vespi

1. Roll call – determination of quorum.
2. Additions to agenda (Government Code Section 54954.2(b))
3. Public comment – opportunities for members of the public to address the Committee on matters within the Committee’s jurisdiction.
4. Chair’s report.
 4-A Director’s comments
5. Approve Audit Committee Minutes from the April 2, 2024, meeting.

I. **CONSENT CALENDAR**

II. **ACTION/DISCUSSION**

- | | |
|------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|
| 1. Audit Committee Subpanel. (Discussion) | Chair Reeh |
| 2. Fiscal Year 2024 Audit Update. (Discussion) | Chris Woidzik,
Controller
Geena Balistrieri,
Accounting
Supervisor |
| 3. Water Authority Debt Levels (Presentation) | Lisa Marie Harris,
Finance Director,
Chris Woidzik,
Controller
Pierce Rossum,
Financial Planning
Manager |



III INFORMATION

IV. ADJOURNMENT

Kelly Cole-Walker
Clerk of the Board

NOTE: This meeting is called as an Audit Committee meeting. Because a quorum of the Board may be present, the meeting is also noticed as a Board meeting. Members of the Board who are not members of the Committee may participate in the meeting pursuant to Section 2.00.060(g) of the Authority Administrative Code (Re-codified). All items on the agenda, including information items, may be deliberated and become subject to action. All public documents provided to the committee or Board for this meeting including materials related to an item on this agenda and submitted to the Board of Directors within 72 hours prior to this meeting may be reviewed at the San Diego County Water Authority headquarters located at 4677 Overland Avenue, San Diego, CA 92123 at the reception desk during normal business hours.

AUDIT COMMITTEE
Meeting Minutes

April 2, 2024

CALL TO ORDER / ROLL CALL

Chair Reeh called the Audit Committee meeting to order at 1:03 p.m. Committee members present were Chair Reeh, Directors Hurst (remote), and McMillan. Committee members absent were Directors Smith, and Vespi. At that time, there was a quorum of the Committee. Staff present were Deputy General Manager/Chief Operating Officer Berge, General Counsel Edwards, Director of Finance/Treasurer Harris, Controller Woidzik, Director of Administrative Services Foster, and Accounting Supervisors Balistrieri and Joplin. Also present was CPA Shannon Ayala of Davis Farr, LLP.

ADDITIONS TO AGENDA

There were no additions to the agenda.

PUBLIC COMMENT

There were no members of the public who wished to speak.

CHAIR'S REPORT

There was no chair's report.

APPROVE AUDIT COMMITTEE MINUTES

Approve the Audit Committee minutes from the October 25, 2023, meeting.

Director Hurst moved, Chair Reeh seconded, and the motion to approve the minutes passed.

I. CONSENT CALENDAR

There were no items on the Consent Calendar.

II. ACTION/DISCUSSION

1. Audit Committee Responsibilities.

Mr. Woidzik discussed Audit Committee responsibilities and shared Section Code 2.00.066 with the committee. The section code listed responsibilities that the standing advisory committee are responsible for.

2. Required Auditor Communications.

Ms. Ayala with Davis Farr, LLP presented an overview of the scope and timing of the audit. She explained and reviewed the engagement letter and audit risk identifications.

Committee members made comments and asked questions, and Ms. Ayala and staff answered questions.

3. Overview of the Audit Process, Davis Farr, LLP.

Ms. Ayala of Davis Farr, LLP reviewed risk areas identified by auditors and noted an unpredictability test will be performed based on information obtained during the meeting and planning meeting with management.

Mr. Woidzik provided an update on fiscal year 2023 auditor recommendations including asset rules training, accounting staff participation in the budget planning process, a Water Authority-wide training for staff overseeing CIP and non-CIP projects, and the Water Authority's Capitalization Policy.

Committee members asked questions and staff answered questions.

4. 2024 Work Plan Calendar.

Mr. Woidzik presented the 2024 work plan calendar. He noted that three Audit Committee meetings will be held this year to fulfill the obligations of the committee. The second meeting is tentatively scheduled during the week of September 23, 2024, and the final meeting is tentatively scheduled for late October 2024.

Mr. Woidzik commented on the preparation being done for the interim work to commence and presented the agency Audit Calendar for the FY 24 audit. He stated Davis Farr, LLP will be conducting their interim work the week of April 15, 2024. During the week of August 26, 2024, they will be conducting the year end phase of the Audit work to last through September 6, 2024.

Mr. Woidzik reported that the Audit Committee will receive the draft final ACFR October 16, 2024. The committee will have until October 25, 2024, to complete their review. Tentatively, on October 29, 2024, after a presentation to the committee by the auditors on the annual audit, as well as a presentation on the ACFR document by staff, the ACFR will be sent to the printer. He reported that the Audit Committee will present the ACFR to the board on November 21, 2024.

III. INFORMATION

There were no information items.

IV. ADJOURNMENT

There being no further business to come before the Audit Committee, Chair Reeh adjourned the meeting at 1:42 p.m.